

**OFFICE OF THE COMMISSIONER OF CUSTOMS(II),
AIRPORT SPECIAL CARGO, 6TH FLOOR,
AVAS CORPORATE POINT, MAKWANA LANE, ANDHERI KURLA ROAD,
BEHIND S.M.CENTRE, ANDHERI (EAST), MUMBAI-59.**

F.No. Air SCC/01-03/2014-15 Admn

Date: 20/01/2017

TENDER NOTICE

**TERMS AND CONDITIONS OF TENDER FOR HIRING OF OFFICE PREMISES AT SAHAR, ANDHERI
EAST, MUMBAI BY COMMISSIONER OF CUSTOMS, APSC COMMISSIONERATE.**

The interested parties should send their proposal in a sealed cover addressed to the Commissioner of Customs(II), APSC, Mumbai Zone-III 6th Floor, AWAS CORPORATE POINT, Makwana Lane, Andheri Kurla Road, Andheri East, Mumbai-400059, **on or before 15.00 hrs on 21/02/2017 by Registered Post/Speed Post only**. The tender should be submitted for Office Accommodation of Carpet Area admeasuring 15512 Sq. Ft. (Approx.) in the vicinity of the Chhatrapati Shivaji International Airport, Terminal 2, Sahar, Andheri East, Mumbai - 400059, or in the vicinity of Western Suburbans Andheri (E) to Bandra (E) BKC close to the Western Express Highway clearly mentioning "Tender for Office Accommodation." "Technical Bid" and "Financial Bid" separately.

1. "Technical Bid" and "Financial Bid" must be submitted in two separate envelopes. If these bids are submitted in one envelope, the offer will be summarily rejected. The Technical Bid will only be opened on the due date. The offers which prima facie comply to the technical specification will be short-listed. Physical inspection of the short listed offer will be carried out to verify whether the offers comply with technical specification or otherwise. The financial bid of only those offers will be opened which in the opinion of the Commissioner of Customs, APSC, Mumbai, comply with the technical specifications.
2. The Technical bid should be accompanied by the following document:
 - i. Location Map.
 - ii. Copy of Agreement of Ownership/acquisition of property.
 - iii. Approved plan of accommodation/premises.
3. Requirement, Carpet Area of 15512 Sq. Ft. (Approx.) in the vicinity of the Chhatrapati Shivaji International Airport, Terminal 2, Sahar, Andheri East, Mumbai – 400059.

- a) The premises should not be mortgaged or leased and should be free from any encumbrances lien of any type. Bonafide owners of the premises who possess free hold title on the said premises and who can in law let the premise to the department are only invited to participate in the tender. Quotation to the tender from intermediaries or brokers will not be entertained.
 - b) The premises offered should be in ready condition and the owners of the premises will have to hand over the possession of premises within two Months after acceptance of their offer by the Commissioner of Customs, APSC, Mumbai.
 - c) The offer should be valid for minimum period of 6 months from due date of opening of the tender.
 - d) It may be noted that no negotiation will be carried out, except with the lowest quotation to the tender notice and therefore most competitive rates should be offered.
 - e) Offers received from Public Sector Units/Government bodies would be given preference.
4. No Earnest Money Deposit will be given by the Department to the owner offering the premises
 5. Quotations received after due date and time, for whatever reason, shall not be entertained and the Commissioner of Customs, APSC, Mumbai, shall not be responsible for any loss or delay in delivery of tender/quotation documents.
 6. The envelop should be super scribed as "Technical Bid" or "Financial Bid" as the case may be.
 7. The bidding by sealed tender is to be done only in the tender form which can be obtained from the Office of the Commissioner of Customs(II), APSC, Mumbai Zone-III 6th Floor, AWAS CORPORATE POINT, Makwana Lane, Andheri Kurla Road, Andheri East, Mumbai-400059. **The last date of obtaining tender's form is 20/02/2017 up to 15.00 Hrs and last date of acceptance of quotation to the tender is 21/02/2017 upto 15.00 hrs.**
 8. The technical bids will be opened in the presence of such of the Bidders who may like to be present in the Office of the Commissioner of Customs(II), APSC, Mumbai Zone-III,6th Floor, AWAS CORPORATE POINT, Makwana Lane, Andheri Kurla Road, Andheri East, Mumbai-400059 on **22/02/2017 at 15.00 hrs.**
 9. Opening of the Financial Bids shall be done at a later date, which will be notified separately to the bidders. Opening of the financial bids shall be subject to short listing of the bidders after verification of their credentials

and inspection of premises offered by them, through a Technical Committee formed.

10. The Premises' Owner will have to furnish structural certificate from a reputed architect/organization in the field approved by Counsel Architects in case the offer is short listed. Similarly, the RCC design and construction fitness should be certified by and Engineer approved by the BMC or Government Department.
11. The premises offered should consist of the following minimum amenities facilities:-
 - i. Lift of reputed make having adequate capacity, if premises offered is on upper floor.
 - ii. Uninterrupted power supply for essential services and common areas lighting.
 - iii. Adequate lighting in the campus/compound.
 - iv. Sufficient car parking space in the premises.
 - v. Presentable entrance, foyers, lobbies.
 - vi. All internal and external walls should be painted in good quality paint.
 - vii. Provision of adequate water and electricity supply.
 - viii. Adequate open space surrounding the building.
 - ix. The area proposed to be given on rent should be on the same floor however preferences would be given to exclusive building with secured boundary wall.
 - x. The building should be in ready condition with electricity, water, lifts, sewerages, fire fighting equipment and adequate toilet facility.
12. The premises offered should have construction approvals/clearances form all Central/State Government Departments as may be necessary by the Local Authorities.
13. The owner would be required to get insured against all type of damages due to various causes during the entire period of rent contract.
14. The legal owner will undertake to carry out annual repairs and maintenance every year.
15. All the common amenities in the complex shall be made available to the Officers of the Office of the Commissioner of Customs, APSC.
16. Finalization of Rent will be based on location and quality of construction is subject to certification by CPWD/Hiring committee and further subject to final approval and sanction by Government of India, as per rules framed in this regards.
17. All the details and documents mentioned in the tender form must be submitted. A Bid/Quotation having incomplete details/documents is liable to

be rejected. The Bidder before submitting the Bid/Quotation should satisfy himself about correctness and authenticity of the details and documents submitted. Submission of wrong details/documents would render the Bid/Quotation Form invalid.

18. The period of lease should be for a minimum duration of 3 years.
19. The Commissioner of Customs, APSC, Mumbai reserves the right to amend these terms and conditions as deemed necessary.
20. Participation in the tender does not entail any commitment from the Commissioner of Customs, APSC, Mumbai. The Principal Commissioner of Customs, APSC, Mumbai reserves the right to reject any or all offers, including that of the lowest Bidder without assigning any reason.

Sd/- 20/01/2017

(Shamshad Alam)

Joint Commissioner of Customs

APSC, Mumbai Zone-III

Annexure- A
Technical Bid
Details of offer for lease

1	Date of advertisement	
2	Details of owner/landlord	
3	Name	
4	Address	
5	Telephone/Mobile No.	
6	Fax No. (if any)	
7	E-mail address	
8	Name of contact Person & Phone No.	
Details of the Property		
1	Address and locality in which the property is situated	
2	Enclose a copy of floor plan of the premises offered	
3	Usage of property as approved by local authorities (Strike out whichever is not applicable)	Residential/ Commercial/ Residential & Commercial/ Shopping Centre/ Shop cum Office
4	Type of structure (Strike out whichever is not applicable)	Load Bearing structure/ RCC Framed structure
5	Number of floors in the building and the floors on which the premises offered.	_____ Floors in the building. Premises on _____ Floor/s offered to the Commissionerate.
6	Floor wise rentable area (inner to inner dimension of the external walls i.e. the usable floor area at any floor level and includes all internal partitions, walls columns, door jams, balconies, bathrooms, lavatories kitchen, pantry and excludes external walls, balconies, portico/ canopy, external staircase, loft, sanitary shafts, lift well, space below the window will, box louver, A.C.	
7	Whether the building plan approved by the local authorities or not and enclosed the copy of the same.	

8	Whether the construction of building/ premises offered completed or not. If under construction, state the time period required for its completion	Completed in _____/ under construction and will be ready on
9	If building premises offered is completed confirm that the construction is done as per approved building plan and if not state the deviations from the approved plan	Completed as per approved plan/ Completed with deviations are as under:
10	Whether the premises is ready for occupation and completion/ occupation certificate obtained from the concerned authorities. If yes, enclose a copy of the same and if not, state the present status and time period required for obtaining of the same.	Ready for occupation and completion and occupation certificate already obtained/ completion and occupation certificate will be obtained within _____ days.
Amenities/ facilities provided		
1	Whether municipal water supply available or not. If not state the other source of water supply	Yes/ No Other sources
2	Whether sanitary facilities (Toilets/ Bath rooms/ WC) available within the premises offered	Yes/ No _____ Toilets/ Bathrooms/ WC
3	Whether separate 3 phase electric power supply available or not. If available state the sanctioned power	Yes/ No _____ KVA
4	Whether exclusive parking space is available for Commissionerate staff and customers or not. If yes, indicate approximate area of exclusive parking	Yes/ No
5	Whether the premises offered is centrally air conditioned or not.	Yes/ No
6	Whether lift facility available or not	Yes/ No
7	Stand by generator arrangement, if any	Yes/ No
8	Fire fighting arrangement, if any	Yes/ No
9	Security arrangement, if any	Yes/ No
10	Please mention if any other facility is provided	

Lease terms & loan		
1	Lease period offered (Minimum 3 years and provision for extension)	_____ Years
2	Period initial lease	_____ Years
3	Number of renewal option (Minimum two renewal options)	_____ Options

Date

Place

Signature of owner/ landlord

Annexure- B
Financial Bid
OFFER FOR LEASING OF PREMISES

With reference to your advertisement in the web sites www.cbec.gov.in/ [www.accmumbai.gov.in /](http://www.accmumbai.gov.in/) newspaper dated _____, I/We hereby offer the premises owned by me/us for housing your office on lease basis as per terms and conditions and other details furnished in the technical bid. The general information of the premises offered to the Directorate on lease and the rent per sq. ft. Of rentable area is as under:

1	Name of the owner/ landlord/s	
2	Location of the premises: I. Plot no./ Name of the Building II. Name of the street/ Locality	
3	Rentable carpet area of the premises offered.	
4	Rent in Indian Rupees per month per square feet of the carpet area (Inclusive of parking charges, all the Central/ State Govt Taxes/ Duties, Municipal Tax etc. Normal civil/ electrical maintenance charges of building, air-conditioning equipment if centralized, lift and any type of society/ building maintenance charges etc. But exclusive of Service Tax)	

Date
Place

Signature of owner/ landlord